

March 24, 2004
MCA-MDT Technical Committee Meeting

The meeting began at 8:00 a.m.

Mike Sharp opened the meeting with introductions. After introductions, the group discussed the new business from MDT. After MDT new business, the group went through the agenda items and then on to new business from MCA.

MDT/FHWA NEW BUSINESS

1. **Contracts.** MDT informed MCA that there is an additional requirement for insurance policies in the contract. This requirement was in the contracts on awarded projects as of January. MDT informed MCA that on March jobs, the contractors should include all costs for the insurance policy in the bid.

OLD BUSINESS

1. **Qualified Products List.** MDT informed MCA that work on the QPL is progressing and this item will be kept on the agenda as further progress is made.
2. **Contracts.** MCA expressed some concern dealing with the Railroad Insurance part of the contract. MDT stated that if there were hang ups getting the insurance approved, MDT would help move the approval process along.
3. **Addenda Process.** MDT informed MCA that the Q&A process is there for issues where the bid is not affected. If the quantities are changed, addenda will be done. MDT informed MCA that the DCE from that project's district would be responsible for ensuring that the Q&A is answered correctly. MCA expressed some concern about the deadline for the questions being the Monday before the letting. MCA suggested that MDT should move the deadline for questions back to Friday before the letting with the following Monday as the deadline for the answer. MDT agreed with this suggestion.
4. **Gravel.** The new specifications are in contracts. MDT district personnel approached MCA to include these specifications into their projects. This item will be dropped from future meetings.
5. **Grade S Forum.** This special provision is currently active in projects. MDT district personnel have also approached MCA to include this special provision into their projects. This item will also be dropped from future meetings.
6. **Final Inspection and Acceptance.** MDT informed MCA that these supplemental specifications are close to implementation. MDT stated that it will review these specs with the commission and will move them forward. This item will be dropped from the agenda.
7. **Claims Specification.** MCA expressed concern with the 24-hour timeframe to notify the Project Manager of a possible claim. MCA stated that there is no clear language defining when a disagreement actually starts the 24 hour timeframe to file notice of claim. Also, MCA felt that they would have problems with first tier and second tier subcontractors getting the written notice of potential claim in that 24 hour timeframe. MDT will review the claims specification and decide if additional language needs to be added. Also, MDT informed MCA about the claims tracking system that will be in place soon. After the written notice of claim, the EPM will enter the claim into the tracking system. MDT felt that the timeframes that have been implemented would help the tracking system. MDT will give updates as further progress is made.
8. **Electronic Bidding.** No progress has been made on this agenda item. Updates will be given in the future as progress is made.
9. **Erosion Control.** The six-month cooling off period will begin in April. MDT instructed MCA to make this a non-bid item until the plans get caught up.
10. **Waterborne Paint.** MDT is meeting with Traffic at the end of the month to finalize a version of the Pavement Markings specs for distribution. The proposed language will be distributed for comment on April 1st.

NEW BUSINESS MCA

- 1. Seal Coat Warranty Guide.** MCA stated that MDT will be receiving the comments from the contractors on the Monday following the meeting. MDT will review MCA's concerns and comment at the next technical committee meeting.

The next meeting will be **April 28th, 2004**, beginning at 8:00 a.m. at the **MCA Office**.

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| cc: | Gene Kaufman, FHWA | Mike Sharp |
| | Joel Marshik | Suzy Althof |
| | James Walther | Carl Peil |
| | Mark Wissinger | Scott Barnes |
| | Lisa Durbin | Matt Strizich |
| | Ryan Antonovich | Kent Barnes |
| | MCA- Attn, Dee Dee Johnson | District Construction Engineers |